THE SECRETARY OF HEALTH AND HUMAN SERVICES
WASHINGTON, D.C. 20201

CHARTER

INTERAGENCY PAIN RESEARCH COORDINATING COMMITTEE

AUTHORITY

Public Law 111-148 ("Patient Protection and Affordable Care Act"), Title IV, Subtitle D, § 4305, as it amends Part B of title IV of the Public Health Service Act (42 U.S.C. 284 et seq.). The Interagency Pain Research Coordinating Committee (Committee) is governed by the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C App.), which sets forth standards for the formation and use of advisory committees.

OBJECTIVES AND SCOPE OF ACTIVITIES

The Committee will coordinate within the Department of Health and Human Services and other Federal agencies all activities that relate to pain research.

DESCRIPTION OF DUTIES

As specified in Public Law 111-148 ("Patient Protection and Affordable Care Act") the Committee will:

(A) develop a summary of advances in pain care research supported or conducted by the Federal agencies relevant to the diagnosis, prevention, and treatment of pain and diseases and disorders associated with pain;
(B) identify critical gaps in basic and clinical research on the symptoms and causes of pain;
(C) make recommendations to ensure that the activities of the National Institutes of Health and other Federal agencies are free of unnecessary duplication of effort;
(D) make recommendations on how best to disseminate information on pain care; and
(E) make recommendations on how to expand partnerships between public entities and private entities to expand collaborative, cross-cutting research.

AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS

The Committee reports to the Secretary, Department of Health and Human Services (HHS).

SUPPORT

Management and support services will be provided by the Office of the Director, National Institute on Dental and Craniofacial Research (NIDCR).

ESTIMATED ANNUAL OPERATING COST AND STAFF YEARS

The estimated annual cost for operating the Committee, including compensation and travel expenses for members, but excluding staff support is $50,865. The estimated annual person-years of staff support required is 0.3 at an estimated annual cost of 54,799.

DESIGNATED FEDERAL OFFICER

The Director, NIDCR, will assign a full-time or permanent part-time NIDCR employee as the Designated Federal Officer (DFO) of the Committee. In the event that the DFO cannot fulfill the assigned duties, one or more full-time or permanent part-time NIDCR or NIH employees will be assigned these duties on a temporary basis.

The DFO will approve or call all of the Committee's and subcommittees' meetings, prepare and approve all meeting agendas, attend all Committee and subcommittee meetings, adjourn any meeting when it is determined to be in the public interest, and chair meetings when directed to do so by the Director, NIDCR.

ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

Meetings of the full Committee will be held not less than one time within a fiscal year. Meetings will be open to the public except as determined otherwise by the Secretary of HHS in accordance with subsection (c) of section 552b of Title 5 U.S.C. Notice of all meetings will be given to the public. In the event a portion of a meeting is closed to the public, as determined by the Secretary in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and the Federal Advisory Committee Act, a report will be prepared which will contain, as a minimum, a list of members and their business addresses, the Committee's functions, dates and places of meetings, and a summary of the Committee's activities and recommendations made during the fiscal year. A copy of the report will be provided to the Department Committee Management Officer.

DURATION

Continuing. This committee is mandated with no specified end date. The Secretary, HHS, will review the necessity of the Committee in calendar year 2012 and, thereafter, at least once every 2 years.

TERMINATION

Unless renewed by appropriate action prior to its expiration, the Charter for the Interagency Pain Research Coordinating Committee will expire two years from the date the charter is filed.

MEMBERSHIP AND DESIGNATION

Members of the Committee will be appointed by the Secretary. The Committee will be composed of not more than 7 voting Federal representatives from agencies that conduct pain care research and treatment and 12 non-Federal voting members. The 12 non-Federal members will include (a) 6 non-Federal members from among scientists, physicians, and other health professionals and (b) 6 non-Federal members from members of the general public who are representatives of leading research, advocacy, and service organizations for individuals with pain-related conditions.

The Committee will include such nonvoting members as the Secretary determines to be appropriate. The voting members of the Committee will select a Chair from among such members. The selection of a Chair will be subject to the approval of the Director, NIH.

All non-Federal members serve as Special Government Employees. Members and the Chair will be invited to serve for overlapping three-year terms and members may serve for an unlimited number of terms if reappointed. A quorum for the conduct of business by the full Committee will consist of a majority of currently appointed members.

SUBCOMMITTEES

As necessary, subcommittees and ad hoc working groups may be established by the DFO within the Committee's jurisdiction. The advice/recommendations of a subcommittee/working group must be deliberated by the parent advisory committee. A subcommittee may not report directly to a Federal official unless there is statutory authority to do so.

Subcommittee membership may be drawn in whole or in part from the parent advisory committee. All subcommittee members may vote on subcommittee actions and all subcommittee members count towards the quorum for a subcommittee meeting. Ad hoc consultants do not count towards the quorum and may not vote. A quorum for a subcommittee will be three members. The Department Committee Management Officer will be notified upon establishment of each standing subcommittee and will be provided information on its name, membership, function, and estimated frequency of meetings.

RECORDKEEPING

Meetings of the Committee and its subcommittees will be conducted according to the Federal Advisory Committee Act, other applicable laws and Departmental policies. Committee and

subcommittee records will be handled in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule. These records will be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

FILING DATE
JUL 8 2010

APPROVED

JUL - 8 2010
Date

Secretary